

REQUEST FOR QUALIFICATIONS (RFQ)
RFQ 08-005

The City of Houston intends to enter into contract with a professional engineer to provide engineering services for the projects listed below. The work to be performed by the engineer under the proposed contract shall consist of Phase I, II and III professional engineering services per the city's standard design contract (available for reference at: http://www.publicworks.cityofhouston.gov/documents/procedures/cip_projects/standard_engineering_services_contract.pdf)

To qualify for selection, the submitting firm must have a professional engineer, registered in Texas who can sign and seal the work to be performed in the contract. To be considered for evaluation, firms should submit a specific statement of qualifications (SOQ) for the project(s) and may not submit more than one response to this RFQ or be subject to disqualification.

The submittal shall include a transmittal letter. Following the transmittal letter shall be a one-page letter from each sub-consulting firm proposed in the submittal indicating that firm's desire to be included and indicating a general statement of the scope of services that the sub-consultant will perform if the submitting firm is selected. A copy of the submitting firm's response to questionnaire pertaining to "Conflict of Interest" submitted to the City Secretary should also be included. Local Government Code Chapter 176 requires firms seeking to do business with the City of Houston ("City") to file a Conflict of Interest Questionnaire with the City Secretary. The Conflict of Interest Questionnaire is available for downloading on the Texas Ethics Commission's website at <http://www.ethics.state.tx.us/forms/CIQ.pdf>. The completed Conflict of Interest Questionnaire will be posted on the City Secretary's website. It is the submitting firm's responsibility to submit the latest version of the Conflict of Interest questionnaire form as promulgated by the Texas Ethics Commission.

The length of submittal document shall not exceed ten 8 1/2 x 11 pages (single sided). The submittal shall include:

- Specific technical capabilities of the firm(s) for the projects;
- Prior demonstrated experience in accomplishing similar projects;
- Demonstrated timeliness on similar projects;
- Demonstrated ability to find cost saving/cost effective solutions;
- Examples of effective services rendered during the construction phase of projects engineered by the firm;
- Specific qualifications of employees intended to be assigned on the projects(s);
- Identification and qualifications of sub-consultants intended to be used on the project(s), and
- Demonstrated ability to fulfill M/WBE goals.

A committee appointed by the Director of Public Works and Engineering will review the submittals and recommend the most highly qualified submitting firms for sections. The PWE-100 Forms and previously completed engineer evaluations on file will be used along with the submittal document for each submitting firm's qualifications.

A pre-submittal meeting will be held at 3:00 PM on Friday, June 8, 2007 in the George R. Brown Convention Center, Room 360 A, B, D, & E to discuss this and other solicitations. A firm may not have more than (2) members at this meeting.

Deadline: Seven (7) copies of a letter of interest notifying the City of Houston of the Provider's intent to be considered for these professional services, including qualifications and accompanying statements shall be addressed to the City of Houston, Department of Public works and Engineering, 611 Walker, 15th floor, Attention: Mr. Reid K. Mrnsy, P.E., Houston, Texas 77002 and will be received until 2:00 p.m. (CST) Wednesday, June 27, 2007 any submissions received after this time will not be considered. Submit qualifications in a sealed envelope and clearly identify RFQ number and firm name on outside of the envelope. If firms wish to be considered only for specific selection of the two listed below, please indicate such in the letter of interest.

Selection No. R04

R-000536-0012-3: North Corridor Plan Consolidation – Package 2A

- **Project Location:** Key Map: 373 L & M
- **General Scope:** This scope consist of professional engineering services for designing a 54-inch sewer tunnel beginning at the intersection of Aldine-Westfield Road and Rankin Road, then going south along Aldine-Westfield Road, then west along Hardy Airport Connector Corridor and ending near the HCFCD – Ditch No. P155-00-00. The scope of work includes preparation of the necessary documents for acquiring a minimum of sixteen (16) parcels/easements, in addition to all required permits.
- **Anticipated City of Houston Milestones:**

Initiation of Engineering	3 rd Quarter of FY08
Initiation of Construction	4 th Quarter of FY10

Selection No. R05

R-000536-0015-3: North Corridor Plan Consolidation – Package 2B

- **Project Location:** Key Map 373 K, L, & P.
- **General Scope:** This scope consists of professional engineering services for the design of a 54-inch sewer beginning at the intersection of Hardy Airport connector Corridor and the HCFCD – Ditch No. P155-00-00, then west along Hardy Airport Connector Corridor and ending at Greens Road. The scope of work includes preparation of the necessary documents for acquiring a minimum of six (^) parcels/easements, in addition to all required permits
- **Anticipated City of Houston Milestones:**

Initiation of Engineering	3 rd Quarter of FY08
Initiation of Construction	4 th Quarter of FY